Office of

Personnel Management

Washington, D.C. 20415

In Reply Refer To:

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Honorable Stansfield Turner Director Central Intelligence Agency Washington, D.C. 20505



Dear Stan:

I would like to take this opportunity to report on our experience with the first two years of the Presidential Management Intern Program (PMIP), and to request a preliminary hiring estimate for interns in your agency for next year. As you know, the President has a great deal of interest in the Program and wants to see as many agencies participate as possible. I would hope that your agency will again actively seek to participate in the Program.

The first two groups of Presidential Management Interns are now working for over 40 Federal departments and agencies. Feedback from agency representatives indicates that these interns are productively applying their graduate training in management to the problems and needs of Federal departments and agencies. I know we can expect significant contributions from them throughout their two-year internships and their careers in the public service.

We are now preparing for the third year of the Program. Screening of nominees for the Program will be conducted in January and February with the finalists announced in early March. I am confident that your agency will want to take advantage of this source of highly qualified individuals. Hiring under the Presidential Management Intern Program must be accomplished within existing agency employment ceilings.

During the next several months, we will work closely with your agency's PMIP coordinator in refining procedures for the Program. The coordinator's role is a vital one for the Program's success in your agency in terms of both hiring interns and assuring a high quality internship experience.

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In order to prepare for next year's Program, I am requesting that you provide a preliminary estimate on the number of new interns your agency expects to hire. This estimate should include the types of positions in which interns will be placed and the expected distribution of positions between headquarters and field. Where feasible, I would urge you to give special attention to identifying intern positions in the field. We will need this information no later than December 7. This information should be sent to:

Norman Beckman, Assistant Director for Intergovernmental Personnel Programs Office of Personnel Management P.O. Box 14184 Washington, D.C. 20044

I know I can count on your continuing personal support for the Presidential Management Intern Program.

Sincerely yours,

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Alan K. Campbell Director